



# EMPLOYMENT OPPORTUNITY

1. RPA #
958/959/960/961- DSA
ANALYST'S INITIALS
LC
DATE
8/13/10

**YOU MUST BE A PERMANENT OR PROBATIONARY STATE EMPLOYEE, A FORMER PERMANENT OR PROBATIONARY EMPLOYEE OR ON AN EMPLOYMENT LIST FOR THIS CLASSIFICATION IN ORDER TO APPLY FOR THIS POSITION.**

CLASS TITLE <b>Senior Structural Engineer</b>	POSITION NUMBER 718-405-3336- 016/017/018/019	TENURE <b>PERMANENT</b>	TIME BASE <b>Full Time</b>	CBID <b>R09</b>	
OFFICE OF <b>Division of the State Architect</b>	LOCATION OF POSITION (CITY or COUNTY) <b>San Diego</b>			MONTHLY SALARY <b>\$8,500</b> <b>TO</b> <b>\$10,326</b>	
SEND APPLICATION TO:  Division of the State Architect 10920 Via Frontera, Suite 300 San Diego, CA 92127  Attention: Anne Marie Sacramento	REPORTING LOCATION OF POSITION <b>10920 Via Frontera, Suite 300</b>				
	SHIFT AND WORKING HOURS <b>DAYS - 8:00am to 5:00 pm</b>				
	WORKING DAYS, SCHEDULED DAYS OFF <b>MONDAY through FRIDAY, DAYS OFF: SAT/SUN</b>				
	PUBLIC PHONE NUMBER <b>(858) 674-5400</b>	PUBLIC PHONE NUMBER <b>( ) -</b>	POST & BID FILE BY:		
	SUPERVISED BY AND CLASS TITLE <b>Supervising Structural Engineer</b>			FILE BY <b>08/302010</b>	

**DSA has four (4) vacant positions available**  
**APPROVED FREEZE EXEMPTION**

## SELECTION CRITERIA - -

- Please submit a completed State Application (STD 678) and resume to the address above.
- SROA/Surplus employees are encouraged to apply.
- Transfers, reinstatements, or recruitment from the employment list may be considered. Consideration may be given to applicants on another Department's employment list, provided the criteria are met to transfer the eligibility from the employment list to DGS' employment list.
- Applications will be evaluated based on eligibility and desirable qualifications and interviews may be scheduled.

## DUTIES

Under the general supervision of the Supervising Structural Engineer, the incumbent reviews drawings and specifications for public schools, community colleges, and essential services building projects submitted to the DSA for approval in order to determine compliance with applicable building codes and regulations prior to the construction of the building project.

## ESSENTIAL FUNCTIONS

The incumbent shall promote and be accountable for customer satisfaction and quality service and will initiate or recommend changes that promote innovative solutions to meet customer needs.

In order to determine that projects for public school and essential services buildings prepared by project architects and engineers are in compliance with State standards for structural safety and are in conformance with the California Building Code (CBC), Title 24, Parts I, II and VII using knowledge of the applicable building codes and structural engineering principles:

- Reviews designs, plans, specifications, reference material and calculations.
- Reviews all documents associated with the building project such as soil reports, geological hazard reports and other information provided.
- Reviews plans for overall compliance with the CBC.
- Reviews project application for definition of project scope.
- Reviews list of test and material identification requirements specified by the design professionals.
- Defines types and number of inspectors required for verification of construction for the project.
- Notes comments for correction on project drawings where incompatibility exists between the documentation and drawings in order to inform the project architect/engineer of noncompliance following division procedures.

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Meets with the project architect and/or engineer in order to verify that the necessary corrections to the submitted building drawings and specifications are completed following division procedures. Marks each correction originally noted in order to denote that corrections have been made to comply with the CBC prior to the construction phase of the project. Records signature in the DSA stamp of identification on the project documents in order to certify DSA approval following sign off by access, fire and life safety, and energy review staff per division procedure.

Confers with field engineers during the construction phase on proposed corrections to errors in construction work and proposed changes in the construction documents in order to ensure all changes are in compliance with the applicable building codes and regulations. Reviews and approves addenda to previously approved plans and specifications and documents submitted for deferred approval items in order to ensure compliance with the CBC following division procedure.

Provides consulting assistance to project architects, engineers, contractors and owners of public schools and essential services buildings in order to advise them of requirements in State regulations and methods of achieving appropriate standards of safety by facilitating preliminary design meetings at the client's request.

Makes examinations and analyses of existing buildings in order to determine their adequacy to withstand forces of gravity, wind and earthquake by reviewing building plans, making site visits and reviewing engineering reports using knowledge of structural engineering principles and CBC. Prepares reports of such examinations in order to advise the owners of action required to correct any unsafe conditions discovered in the examination.

**MARGINAL FUNCTIONS**

Under the direction of a District Structural Engineer or Supervising Structural Engineer, makes visits to building construction sites to review the quality of the project inspections, to determine whether materials used and workmanship comply with the duly approved drawings and specifications and to assure that the work of construction is consistent with standards required to achieve a level of safety intended by Title 24, California Code of Regulations.

**KNOWLEDGE AND ABILITIES**

*Knowledge of:* Stress analysis, strength, use, and properties of the materials of building construction; standard specifications, loadings, and building codes applying to buildings and other structures.

*Ability to:* Direct the work of others; inspect and judge the quality of structural engineering work in the office and field; analyze situations accurately and adopt an effective course of action; write clear and accurate reports and technical specifications.

**DESIRABLE QUALIFICATIONS**

**SPECIAL PERSONAL CHARACTERISTICS**

- Ability to act independently and to work and contribute effectively in a team environment with all personnel.
- Demonstrated tact and diplomacy in dealing with internal and external customers.
- Dependable, reliable, adaptable and punctual.
- Willingness to take direction from lead personnel.

**ADDITIONAL QUALIFICATIONS**

- Proficient in use of Microsoft Office programs and electronic plan review programs.
- Possession of a valid certificate to use the title of "Structural Engineer" under the statutes regulating the practice of civil engineering in California.

**INTERPERSONAL SKILLS**

- Good customer service-oriented attitude.

**WORK ENVIRONMENT, PHYSICAL OR MENTAL ABILITIES**

**Work Environment**

- Visit construction sites where equipment/machinery is in use; ground may be uneven; dust is present; weather is changeable; and inspections at heights may be necessary.
- Some overnight travel for field work.
- Effectively communicate information to management, clients and the public both verbally and in writing.
- Driving to construction sites using State or rented vehicle.
- Valid California Driver's License is required.

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<p><b><i>Physical Requirements</i></b></p> <ul style="list-style-type: none"><li>• Moving items up to 35lbs; including, but not limited to, construction documents, drawings and plans.</li><li>• Walking on uneven surfaces.</li><li>• Standing, bending at the neck and waist, squatting, climbing and kneeling.</li><li>• Grasping, pushing, pulling, and reaching above, at and below shoulder level.</li></ul> <p><b><i>Mental Abilities</i></b></p> <ul style="list-style-type: none"><li>• Read, analyze, and interpret scientific and technical documents.</li><li>• Respond to inquiries and complaints from clients and various interested parties.</li></ul> <p>This position is designated under the Conflict of Interest Code. The position is responsible for making, or participating in the making, of governmental decisions that may potentially have a material effect on personal financial interests. The appointee is required to complete form 700 within 30 days of appointment. Failure to comply with the Conflict of Interest Code requirements may void the appointment.</p>			